

**CENTRAL INTELLIGENCE AGENCY**  
WASHINGTON, D.C. 20505

STAT

Gentlemen:

Per your telecon request on 29 December 1982, the General Services Administration guidelines for space allocation by grade are as follows:

	<u>Supervision</u>	<u>Non-Supervision</u>
GS-01 to -06	N/A	60 sq ft
GS-07 to -11	100 sq ft	75 sq ft
GS-12 to -13	150 sq ft	100 sq ft
GS-14 to -15	225 sq ft	150 sq ft
SIS-1 to -2	300 sq ft	
SIS-3	350 sq ft	
SIS-4 to -5	400 sq ft	
EP-1	700 sq ft	plus 500 sq ft Conference Room
EP-2	600 sq ft	plus 400 sq ft Conference Room
EP-3	500 sq ft	plus 300 sq ft Conference Room
EP-4	450 sq ft	
EP-5	400 sq ft	

These guidelines are generous by Agency experience and should therefore be considered maximum.

Sincerely,

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[Redacted]  
Building Planning Staff  
Office of Logistics

OL 2 5873

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(30 Dec 82)

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